

0-10-25

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE NON-UNIFORMED EMPLOYEES' POLICY AND PROCEDURE MANUAL; DECLARING AN EMERGENCY; AND FOR OTHER PURPOSES.

WHEREAS, Ordinance No. 7690 adopted by the City Council on February 28, 2005, codified by reference as §2-151 of the North Little Rock Municipal Code, established policies and procedures for non-uniformed employees ("Personnel Manual"), which was amended by Ordinance No. 8115 on November 10, 2008; and

WHEREAS, there is a need to revise several of the policies and procedures in the Personnel Manual.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF NORTH LITTLE ROCK, ARKANSAS:

SECTION 1: That the Personnel Manual adopted pursuant to Ordinance No. 7690 (codified by reference as § 2-151 of the North Little Rock Municipal Code), and amended pursuant to Ordinance No. 8115, is hereby amended as follows:

Policy No. 5-016: Internet, E-Mail & Computer Usage is hereby revised as shown in Exhibit "A" attached hereto and incorporated by reference.

Policy No. 7-003: Sick Leave Benefits is hereby revised as shown in Exhibit "B" attached hereto and incorporated by reference.

Policy No. 7-004: Abuse of Sick Leave Benefits is hereby revised as shown in Exhibit "C" attached hereto and incorporated by reference.

Policy No. 7-005: Family and Medical Leave Act Policy is hereby amended as shown in Exhibit "D" attached hereto and incorporated by reference.

Policy No. 5-017: Identity Theft Prevention for North Little Rock Electric Utilities Accounting is hereby *added* to the Personnel Manual as shown in Exhibit "E" attached hereto and incorporated by reference.

Editor's Note: Revised and/or added text in exhibits is noted as follows: Deleted text by ~~strikethrough~~; added text by underline.

SECTION 2: That all ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of the conflict.

SECTION 3: That the provisions of this Ordinance are hereby declared to be severable and if any section, phrase, or provision shall be declared or held invalid, such invalidity shall not affect the remainder of the sections, phrases or provisions.

SECTION 4: That the City Council has determined that the interests of the City and City employees can best be served by the adoption of this ordinance; THEREFORE, an emergency is hereby declared to exist, and this Ordinance shall be in full force and effect from and after its passage and approval.

PASSED:

APPROVED:

Mayor Patrick H. Hays

SPONSOR:

ATTEST:

Mayor Patrick H. Hays

Diane Whitbey, City Clerk

APPROVED AS TO FORM:

C. Jason Carter, City Attorney

PREPARED BY THE OFFICE OF THE CITY ATTORNEY/b

FILED 11:22 A.M. _____ P.M.

BY City Atty Carter

DATE 4-6-10
Diane Whitbey, City Clerk and Collector
North Little Rock, Arkansas

RECEIVED by A. Hodge